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26 December 1963

MEMORANDUM FOR THE DIRECTOR

SUBJECT: Manpower Reduction

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The press today carried a note to the effect that the President is directing all heads of departments and agencies to reduce employment even below the levels established for FY-64 and FY-65 by the Bureau of the Budget. For your information, we have already established our employment level at [] which is [] below the level set for FY-64 and FY-65 by the Bureau of the Budget. All Directorates have been advised and have accepted cuts which will put us at this level. Obviously, neither the Directorates nor the Bureau of the Budget are aware that we have set this [] level. You may wish, however, to mention this to the President.

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Marshall S. Carter
Lieutenant General, USA
Deputy Director